

BOARD FOR PROFESSIONAL AND OCCUPATIONAL REGULATION

MINUTES

The Board for Professional and Occupational Regulation met on Monday, November 15, 2010, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia. The following members were present for all or part of the meeting:

Laurie Buchwald
Elizabeth Cake, Vice-Chairman
Walter Fore
Heather Martin
Daniel Nix
William Alfred Tucker

Board members James Demmel and Deborah Icenhour were not present at the meeting.

The following staff was present for all or part of the meeting:

Gordon Dixon, Director
Mark N. Courtney, Deputy Director for Licensing and Regulation
Kathleen (Kate) R. Nosbisch, Executive Director
Vaughn Rinner, LA, ASLA, APELSCIDLA Board Member
Steven P. Jack, Assistant Attorney General
Andrea Overman, Executive Secretary

In Mr. Demmel's absence, Ms. Cake, Vice-Chairman, called the meeting to order at 10:06 a.m.

Call to Order

Ms. Cake welcomed everyone and advised the Board of the emergency evacuation procedures.

Welcome and Emergency Evacuation Procedures

Mr. Nix made a motion to approve the agenda as presented and Mr. Tucker seconded the motion, which was unanimously approved by members: Buchwald, Cake, Fore, Martin, Nix and Tucker.

Agenda Approval

Mr. Fore made a motion to approve the June 7, 2010 and September 13, 2010, minutes as presented and Mr. Nix seconded the motion, which was unanimously approved by members: Buchwald, Cake, Fore, Martin, Nix, and Tucker.

Approval of Minutes

There were no public comments made to the Board.

Public Comment

Director Dixon welcomed the Board. He explained that he has recently engaged in three boards by participating in a Branch Pilots tour; speaking at the Virginia Polygraph Association conference; and attending a professional boxing event. He also explained that, as of today, DPOR is now in Phase 3 of EAGLES, which is the third and final phase of this project. He further pointed out the CIC Ombudsman Annual Report is due December 1 to the Legislature, and the General Assembly will convene mid-January 2011.

**Gordon Dixon,
Director's Report**

Director Dixon noted that Board replacements have not been appointed by the Governor as yet. Until notification of appointments is received, Board members with expired terms are welcome and encouraged to continue attending the BPOR Board meetings.

**Gordon Dixon, Board
Replacement Update**

Ms. Nosbisch, Executive Director, gave a presentation on the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board).

**Kate Nosbisch,
Executive Director -
APELSCIDLA Board**

Ms. Rinner, LA, ASLA, gave a presentation on "A Day in the Life of a Landscape Architect."

**Vaughn Rinner,
Landscape Architect –
APELSCIDLA Board**

Board Member Laurie Buchwald suggested it would be helpful to the Board in understanding how DPOR operates if everyone had an organizational chart of the Agency. Mr. Courtney explained the Agency would make the organizational charts available to the Board members.

Other Business

Ms. Cake, Vice-Chairman, reminded Board members to sign and leave their Conflict of Interest Forms and Travel Vouchers.

**Conflict of Interest
Forms/Travel
Vouchers**

Mr. Tucker moved to adjourn and Mr. Fore seconded the motion, which was unanimously approved by members: Buchwald, Cake, Fore, Martin, Nix, and Tucker. The meeting adjourned at 11:52 a.m.

Adjournment

James M. Demmel, Chair

Gordon Dixon, Director